

**CITY OF SALISBURY, NORTH CAROLINA**

**WATER AND SEWER FUND**

**STATEMENT OF REVENUES  
AND OTHER FINANCING SOURCES**

For the Year Ending June 30, 2003  
With Estimated Actual for the Year Ending June 30, 2002 and  
Actual for the Year Ended June 30, 2001

	<b>2001</b>	<b>2002</b>	<b>2003</b>
	<b><u>Actual</u></b>	<b><u>Estimate</u></b>	<b><u>Budget</u></b>
OPERATING REVENUES:			
Charges for services	<u>\$ 12,037,258</u>	<u>\$ 13,283,158</u>	<u>\$ 14,779,245</u>
NONOPERATING REVENUES:			
Interest earned on investments	\$ 103,320	\$ 30,000	\$ 25,000
Miscellaneous revenues	<u>424,817</u>	<u>329,750</u>	<u>339,160</u>
Total nonoperating revenues	<u>\$ 528,137</u>	<u>\$ 359,750</u>	<u>\$ 364,160</u>
OTHER FINANCING SOURCES:			
Contributed Capital	<u>\$ 2,863,121</u>	<u>\$ -</u>	<u>\$ -</u>
Total revenues and other financing sources	<u>\$ 15,428,516</u>	<u>\$ 13,642,908</u>	<u>\$ 15,143,405</u>

**CITY OF SALISBURY**  
**FY 2002-2003 BUDGET SUMMARY**  
**WATER AND SEWER FUND**

	<b>Actual</b>		<b>Budgeted</b>		<b>Requested</b>		<b>Mgr Recommends</b>		<b>Adopted</b>
	<b>FY 00-01</b>		<b>FY 01-02</b>		<b>FY 02-03</b>		<b>FY 02-03</b>		<b>FY 02-03</b>
<b>REVENUE</b>	\$ 15,428,516	\$	13,770,730	\$	16,491,432	\$	15,143,405	\$	15,143,405
<b>EXPENSES</b>	<b>Actual</b>		<b>Budgeted</b>		<b>Requested</b>		<b>Mgr Recommends</b>		<b>Adopted</b>
	<b>FY 00-01</b>		<b>FY 01-02</b>		<b>FY 02-03</b>		<b>FY 02-03</b>		<b>FY 02-03</b>
<b>UTILITIES MGT &amp; ADMINISTRATION</b>									
Personnel	\$ 451,415	\$	590,018	\$	739,640	\$	735,317	\$	735,317
Operations	4,755,372		1,973,772		2,152,777		2,154,698		2,154,698
Capital	-		-		10,000		10,000		10,000
<b>TOTAL</b>	<b>\$ 5,206,787</b>	<b>\$</b>	<b>2,563,790</b>	<b>\$</b>	<b>2,902,417</b>	<b>\$</b>	<b>2,900,015</b>	<b>\$</b>	<b>2,900,015</b>
<b>WATER RESOURCES</b>									
Personnel	\$ 342,918	\$	240,697	\$	293,316	\$	291,154	\$	291,154
Operations	456,215		491,305		496,381		499,527		499,527
Capital	-		-		-		-		-
<b>TOTAL</b>	<b>\$ 799,133</b>	<b>\$</b>	<b>732,002</b>	<b>\$</b>	<b>789,697</b>	<b>\$</b>	<b>790,681</b>	<b>\$</b>	<b>790,681</b>
<b>WATER &amp; SEWER MAINT. &amp; CONST.</b>									
Personnel	\$ 808,457	\$	808,410	\$	941,748	\$	933,965	\$	933,965
Operations	1,248,526		917,063		1,151,760		1,136,926		1,136,926
Capital	-		484,988		574,300		574,300		574,300
<b>TOTAL</b>	<b>\$ 2,056,983</b>	<b>\$</b>	<b>2,210,461</b>	<b>\$</b>	<b>2,667,808</b>	<b>\$</b>	<b>2,645,191</b>	<b>\$</b>	<b>2,645,191</b>
<b>TECHNICAL SERVICES</b>									
Personnel	\$ 437,518	\$	402,696	\$	415,773	\$	412,918	\$	412,918
Operations	87,964		95,860		96,067		101,340		101,340
Capital	-		17,750		28,500		28,500		28,500
<b>TOTAL</b>	<b>\$ 525,482</b>	<b>\$</b>	<b>516,306</b>	<b>\$</b>	<b>540,340</b>	<b>\$</b>	<b>542,758</b>	<b>\$</b>	<b>542,758</b>
<b>WASTEWATER TREATMENT</b>									
Personnel	\$ 678,859	\$	663,217	\$	686,699	\$	681,807	\$	681,807
Operations	821,630		820,791		822,232		814,171		814,171
Capital	-		8,550		-		-		-
<b>TOTAL</b>	<b>\$ 1,500,489</b>	<b>\$</b>	<b>1,492,558</b>	<b>\$</b>	<b>1,508,931</b>	<b>\$</b>	<b>1,495,978</b>	<b>\$</b>	<b>1,495,978</b>
<b>METER SERVICES</b>									
Personnel	\$ 340,393	\$	383,220	\$	387,577	\$	384,305	\$	384,305
Operations	69,500		93,121		96,783		102,489		102,489
Capital	-		-		9,000		9,000		9,000
<b>TOTAL</b>	<b>\$ 409,893</b>	<b>\$</b>	<b>476,341</b>	<b>\$</b>	<b>493,360</b>	<b>\$</b>	<b>495,794</b>	<b>\$</b>	<b>495,794</b>
<b>FACILITIES MAINTENANCE</b>									
Personnel	\$ 486,181	\$	462,231	\$	433,601	\$	430,226	\$	430,226
Operations	765,650		867,000		866,079		883,112		883,112
Capital	-		3,500		-		-		-
<b>TOTAL</b>	<b>\$ 1,251,831</b>	<b>\$</b>	<b>1,332,731</b>	<b>\$</b>	<b>1,299,680</b>	<b>\$</b>	<b>1,313,338</b>	<b>\$</b>	<b>1,313,338</b>

	Actual FY 00-01		Budgeted FY 01-02		Requested FY 02-03		Mgr Recommends FY 02-03		Adopted FY 02-03	
DEBT SERVICE										
Personnel	\$	-	\$	-	\$	-	\$	-	\$	-
Operations		1,771,224		4,120,900		6,128,966		4,959,650		4,959,650
Capital		-		-		-		-		-
TOTAL	\$	1,771,224	\$	4,120,900	\$	6,128,966	\$	4,959,650	\$	4,959,650
CAPITAL PROJECTS										
Personnel	\$	-	\$	-	\$	-	\$	-	\$	-
Operations		-		-		-		-		-
Capital		-		325,641		-		-		-
TOTAL	\$	-	\$	325,641	\$	-	\$	-	\$	-
GRAND TOTAL										
Personnel	\$	3,545,741	\$	3,550,489	\$	3,898,354	\$	3,869,692	\$	3,869,692
Operations		9,976,081		9,379,812		11,811,045		10,651,913		10,651,913
Capital		-		840,429		621,800		621,800		621,800
TOTALS	\$	13,521,822	\$	13,770,730	\$	16,331,199	\$	15,143,405	\$	15,143,405

**STATEMENT OF PURPOSE**

To serve as the central management and administration source and engineering support for activities, operations, and projects related to the Water and Sewer Utility.

**COUNCIL PERFORMANCE GOALS**

1. Continue to develop joint water and sewer extension policies with consideration of managed growth criteria.

**DEPARTMENTAL PERFORMANCE GOALS**

1. Assist in cooperative effort with County to extend water and sewer to growth corridors.
2. Continue implementation of the major Water and Sewer Capital Improvement projects.
3. Pursue update of City Code of Ordinances to correspond to Revised Construction Standards, Revised Water Emergency Management Plan, and new Drought Conservation Plan.
4. Continue strategic planning efforts resulting in short and long term plans for Utilities expansion.
5. Continue efforts toward rate stabilization and overall fiscal stability.
6. Develop and maintain GIS database of the utility system.
7. Develop and maintain a system-wide hydraulic model utilizing new software.
8. Review all Water and Sewer fees to determine actual costs of service and recommend revised fees to City Council.
9. Continue to develop toward becoming one of the best Water and Sewer utilities in the State and region.
10. Pursue Local Permit Program for Water/Sewer extensions within utility service area.
11. Focus on cross training with other divisions within Utilities Department and the City.

**BUDGET REQUEST SUMMARY**

	Actual FY00-01	Budgeted FY01-02	Requested FY02-03	Mgr Recommends FY02-03	Adopted FY02-03
Personnel	\$ 451,415	\$ 590,018	\$ 739,640	\$ 735,317	\$ 735,317
Operating	4,755,372	1,973,772	2,152,777	2,154,698	2,154,698
Capital	-	-	10,000	10,000	10,000
<b>TOTAL</b>	<b>\$ 5,206,787</b>	<b>\$ 2,563,790</b>	<b>\$ 2,902,417</b>	<b>\$ 2,900,015</b>	<b>\$ 2,900,015</b>

**PERSONNEL DETAIL**

Position Title	Authorized FY 00-01	Authorized FY 01-02	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Administration (100)</b>				
Utilities Director	1	1	1	1
Assistant Utilities Director	1	1	1	1
Productivity Analyst	1	1	1	1
Department Secretary	1	1	1	1
Compliance Coordinator	0	1 <sup>1</sup>	1	1
<b>Utilities Engineering (800)</b>				
Utilities Engineering Manager	1	1	1	1
Utilities Engineer I/II/III	1	1	2 <sup>1</sup>	2 <sup>1</sup>

Position Title	Authorized FY 00-01	Authorized FY 01-02	Mgr Recommends FY 02-03	Adopted FY 02-03
Senior Office Assistant	1	0 <sup>2</sup>	0	0
Engineering Technician I/II/III	2	1 <sup>3</sup>	1	1
Engineering Intern	0	1 <sup>3</sup>	1	1
Utilities Inspection/Location Specialist	0	0	1 <sup>1</sup>	1 <sup>1</sup>
SCADA Technician	1	0 <sup>2</sup>	0	0
Co-Op (Temp/Full-Time)	<u>1</u>	<u>0</u> <sup>2</sup>	<u>0</u>	<u>0</u>
TOTAL	11	9	11	11

<sup>1</sup> New position

<sup>2</sup> Reduction in workforce

<sup>3</sup> Position reclassification

### CAPITAL OUTLAY

	Requested FY 02-03	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Utility Administration (100)</b>			
Portable Motorola Radio	\$ 3,000	\$ 3,000	\$ 3,000
Office Furniture	4,000	4,000	4,000
<b>Utility Engineering (800)</b>			
Portable Motorola Radio	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Total Capital Outlay	\$ 10,000	\$ 10,000	\$ 10,000

**STATEMENT OF PURPOSE**

To provide the City's water utility customers with a sufficient supply of high quality potable water that meets all regulation standards for purity, taste, appearance, and flow adequacy at a reasonable cost to the consumer.

**DEPARTMENTAL PERFORMANCE GOALS**

1. Oversee the expansion of the treatment capacity of the Water Plant from 12 MGD to 18 MGD.
2. Adjust operational process measures to meet new SDWA Regulations.
3. Evaluate the use of a pre-oxidant for TOC removal.
4. Prepare and distribute the Consumer Confidence Report to customers on water quality and explain the requirements to the general public.
5. Continue the public education program outreach to schools and civic organizations.
6. Continue the partnership with Rowan County (contract operations) for the Highway 70 water distribution system.

**BUDGET REQUEST SUMMARY**

	Actual FY00-01	Budgeted FY01-02	Requested FY02-03	Mgr Recommends FY02-03	Adopted FY02-03
Personnel	\$ 342,918	\$ 240,697	\$ 293,316	\$ 291,154	\$ 291,154
Operating	456,215	491,305	496,381	499,527	499,527
Capital	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 799,133</b>	<b>\$ 732,002</b>	<b>\$ 789,697</b>	<b>\$ 790,681</b>	<b>\$ 790,681</b>

**PERSONNEL DETAIL**

Position Title	Authorized FY 00-01	Authorized FY 01-02	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Water Treatment Plant (811)</b>				
Water Treatment Supervisor	1	1	1	1
Senior Plant Operator	1	1	1	1
Senior Office Assistant	.5	0 <sup>1</sup>	1 <sup>4</sup>	1 <sup>4</sup>
Water Resources Manager	1	0 <sup>2</sup>	0	0
Water Plant Operator I/II	4	4	4	4
Laboratory Analyst	<u>1</u>	<u>0</u> <sup>3</sup>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>8.5</b>	<b>6</b>	<b>7</b>	<b>7</b>

<sup>1</sup> Position reclassified to 821-000

<sup>2</sup> Reduction in Workforce

<sup>3</sup> Position reclassified to 815-900

<sup>4</sup> Position reclassified from 821-000

**STATEMENT OF PURPOSE**

To provide the City's Water/Sewer Utility with an effective, efficient system for the distribution of potable water and the collection of waste through an equally effective, efficient sewer system.

**DEPARTMENTAL PERFORMANCE GOALS**

1. Continue our inflow and infiltration preventive maintenance program.
2. Implement a water main flushing program, including development of a computer model to simulate unidirectional system-wide flushing.
3. Include inflow and infiltration related projects in the 5-year Capital Improvement Program projections.
4. Maintain compliance with new collection system permit requirements.

**PERFORMANCE MEASURES**

	<u>FY96-97</u>	<u>FY97-98</u>	<u>FY98-99</u>	<u>FY99-00</u>	<u>FY00-01</u>
Change out or add 5/8" thru 1" water meters	716	995	900	1,141	1,300
Change out or add 1-1/2" & 2" water meters	24	24	30	20	14
Change out or add 3" or larger water meters	3	4	6	4	2
Install check valves on existing water services	635	712	528	590	588
Install water taps	380	358	442	439	364
Replace/install fire hydrants	18	11	20	22	8
Replace water valves	46	30	60	22	24
Clean and TV inspect sewer lines - feet	281,000	260,000	260,000	252,000	260,000
Install sewer taps	107	176	134	145	118

**BUDGET REQUEST SUMMARY**

	<u>Actual</u>	<u>Budgeted</u>	<u>Requested</u>	<u>Mgr Recommends</u>	<u>Adopted</u>
	<u>FY00-01</u>	<u>FY01-02</u>	<u>FY02-03</u>	<u>FY02-03</u>	<u>FY02-03</u>
Personnel	\$ 808,457	\$ 808,410	\$ 941,748	\$ 933,965	\$ 933,965
Operating	1,248,526	917,063	1,151,760	1,136,926	1,136,926
Capital	-	484,988	574,300	574,300	574,300
<b>TOTAL</b>	<b>\$ 2,056,983</b>	<b>\$ 2,210,461</b>	<b>\$ 2,667,808</b>	<b>\$ 2,645,191</b>	<b>\$ 2,645,191</b>

## PERSONNEL DETAIL

Position Title	Authorized FY 00-01	Authorized FY 01-02	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Administration (100)</b>				
Utility Maintenance Manager	1	0 <sup>1</sup>	0	0
Utilities Systems Manager	0	1 <sup>1</sup>	1	1
Assistant Systems Manager	0	0	2 <sup>1</sup>	2 <sup>1</sup>
Senior Office Assistant	2	1 <sup>2</sup>	1	1
Inventory Control Specialist	1	1	0 <sup>1</sup>	0 <sup>1</sup>
Maintenance Scheduler	1	1	0 <sup>1</sup>	0 <sup>1</sup>
<b>Distribution Maint. &amp; Const. (850)</b>				
Utilities Maintenance Supervisor	1	1	1	1
Utilities Maintenance Technician	3	3	3	3
Seasonal Workers (Temp/Full-Time)	2	0 <sup>2</sup>	0	0
<b>New Water/Sewer Connections (851)</b>				
Utilities Maintenance Supervisor	1	1	1	1
Utilities Maintenance Technician	2	3 <sup>1</sup>	4 <sup>3</sup>	4 <sup>3</sup>
<b>Water/Sewer Service Replacement (853)</b>				
Utilities Maintenance Supervisor	1	0 <sup>2</sup>	1 <sup>3</sup>	1 <sup>3</sup>
Utilities Maintenance Technician	2	3 <sup>1</sup>	3	3
<b>Preventive Maintenance (854)</b>				
Utilities Maintenance Supervisor	1	1	1	1
Utilities Maintenance Technician	4	4	4	4
<b>Collection Maint. &amp; Construction (856)</b>				
Utilities Maintenance Supervisor	1	1	1	1
Utilities Maintenance Technician	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
TOTAL	26	24	26	26

<sup>1</sup> Position reclassified

<sup>2</sup> Reduction in workforce

<sup>3</sup> New position



## CAPITAL OUTLAY

	Requested FY 02-03	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Systems Administration (100)</b>			
Ice Machine	\$ 5,000	\$ 5,000	\$ 5,000
Portable Motorola Radio	3,000	3,000	3,000
Enclose Building	30,000	30,000	30,000
<b>Water Distribution Maintenance (850)</b>			
Portable Motorola Radio	3,000	3,000	3,000
Hydraulic Tool Pack	3,000	3,000	3,000
Hydra-Stop Fittings	3,700	3,700	3,700
<b>New Construction (851)</b>			
Hydraulic Tool Pack	3,000	3,000	3,000
Pipe Saw	1,600	1,600	1,600
Portable Motorola Radio	3,000	3,000	3,000
<b>Service Replacement (853)</b>			
Hydraulic Tool Pack	3,000	3,000	3,000
Portable Motorola Radio	3,000	3,000	3,000
<b>Preventative Maintenance (854)</b>			
Motorola Mobile Radio	3,000	3,000	3,000
Sewer Lateral Camera	7,000	7,000	7,000
<b>Sewer Collection Maintenance (856)</b>			
Motorola Mobile Radio	3,000	3,000	3,000
<b>Water &amp; Sewer Extensions (857)</b>			
Water Line Extension	250,000	250,000	250,000
Sewer Line Extension	250,000	250,000	250,000
Total Capital Outlay	\$ 574,300	\$ 574,300	\$ 574,300

**STATEMENT OF PURPOSE**

To operate the City's regional wastewater analysis laboratory and implement the City's industrial pretreatment program.

**DEPARTMENTAL PERFORMANCE GOALS**

1. Continue providing technical and analytical support to the other Divisions within the Utilities Department in a cost-effective, professional manner.
2. Protect the wastewater collection and treatment system from the adverse effects of commercial and industrial discharges by maintaining a strong, effective industrial pretreatment program.
3. Investigate and determine sources of harmful discharges.
4. Promote and provide advice about greasetraps to commercial entities.
5. Develop and incorporate FOG (food, oil, and grease) components into sewer use and pretreatment ordinance.
6. Obtain commercial laboratory status for the water treatment plant laboratory with the State of North Carolina.
7. Integrate all laboratory bench sheets, reports, and forms with State reporting.

**BUDGET REQUEST SUMMARY**

	Actual FY00-01	Budgeted FY01-02	Requested FY02-03	Mgr Recommends FY02-03	Adopted FY02-03
Personnel	\$ 437,518	\$ 402,696	\$ 415,773	\$ 412,918	\$ 412,918
Operating	87,964	95,860	96,067	101,340	101,340
Capital	-	17,750	28,500	28,500	28,500
<b>TOTAL</b>	<b>\$ 525,482</b>	<b>\$ 516,306</b>	<b>\$ 540,340</b>	<b>\$ 542,758</b>	<b>\$ 542,758</b>

**PERSONNEL DETAIL**

Position Title	Authorized FY 00-01	Authorized FY 01-02	Mgr Recommends FY 02-03	Adopted FY 02-03
Technical Services Manager	1	0 <sup>1</sup>	0	0
Finance & Support Services Manager	0	1 <sup>2</sup>	1	1
Laboratory Supervisor	1	1	1	1
Regulatory Compliance Technician	1	1	1	1
Laboratory Analyst	4	5 <sup>3</sup>	5	5
Industrial Pretreatment Coordinator	1	1	1	1
Senior Office Assistant	.5	0 <sup>4</sup>	0	0
<b>TOTAL</b>	<b>8.5</b>	<b>9</b>	<b>9</b>	<b>9</b>

<sup>1</sup> Reduction in workforce

<sup>2</sup> New position

<sup>3</sup> Position reclassified from 811-811

<sup>4</sup> Position reclassified to 813-100

**CAPITAL OUTLAY**

	Requested FY 02-03	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Technical Services (900)</b>			
Portable Motorola Radio	\$ 3,000	\$ 3,000	\$ 3,000
Ion Gas Chromatograph	25,500	25,500	25,500
<b>Total Capital Outlay</b>	<b>\$ 28,500</b>	<b>\$ 28,500</b>	<b>\$ 28,500</b>

**STATEMENT OF PURPOSE**

To provide the City's utility customers with a system capable of treating domestic and industrial waste generated by its utility customers using methods that satisfies the standards and requirements of various regulatory agencies.

**DEPARTMENTAL PERFORMANCE GOALS**

1. Process water discharge which complies with all environmental regulations.
2. Investigate alternatives for biosolid processing and thickening at our Town Creek Wastewater Treatment Plant.
3. Continue application of residual solids on approved acreage.
4. Prepare and make available to the public an annual wastewater system compliance report.
5. Abandon Spencer's wastewater treatment plant and pump to Grants Creek Wastewater Treatment Plant.
6. Continue partnership with Rowan County (contract operations) for Highway 70 Wastewater Treatment Plant.

**BUDGET REQUEST SUMMARY**

	Actual FY00-01	Budgeted FY01-02	Requested FY02-03	Mgr Recommends FY02-03	Adopted FY02-03
Personnel	\$ 678,859	\$ 663,217	\$ 686,699	\$ 681,807	\$ 681,807
Operating	821,630	820,791	822,232	814,171	814,171
Capital	-	8,550	-	-	-
<b>TOTAL</b>	<b>\$ 1,500,489</b>	<b>\$ 1,492,558</b>	<b>\$ 1,508,931</b>	<b>\$ 1,495,978</b>	<b>\$ 1,495,978</b>

**PERSONNEL DETAIL**

Position Title	Authorized FY 00-01	Authorized FY 01-02	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Administration (100)</b>				
Wastewater Treatment Manager	1	0 <sup>1</sup>	0	0
Wastewater Treatment Supervisor	0	1 <sup>1</sup>	1	1
Senior Office Assistant	.5	0 <sup>2</sup>	0	0
<b>Town Creek WWTP (901)</b>				
Senior Wastewater Plant Operator	0	1 <sup>1</sup>	1	1
Wastewater Plant Operator	5	4 <sup>1</sup>	4	4
<b>Grant Creek WWTP (902)</b>				
Senior Wastewater Plant Operator	0	1 <sup>1</sup>	1	1
Wastewater Plant Operator	5	4 <sup>1</sup>	4	4
<b>Residuals Management (903)</b>				
Residuals Manager	1	0 <sup>1</sup>	0	0
Residuals Supervisor	0	1 <sup>1</sup>	1	1
Residuals Operator	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
<b>TOTAL</b>	<b>16.5</b>	<b>16</b>	<b>16</b>	<b>16</b>

<sup>1</sup> Position reclassified

<sup>2</sup> Reduction in workforce

**STATEMENT OF PURPOSE**

To maintain, test, and read utility meters.

**DEPARTMENTAL PERFORMANCE GOALS**

1. Complete readings of all meters in a timely manner each month for billing purposes.
2. Test and verify the accuracy of large commercial meters on an annual basis.
3. Respond to customer concerns regarding high bills or problems with meters quickly and professionally.
4. Research the implementation of remote/radio reading technology.

**BUDGET REQUEST SUMMARY**

	Actual FY00-01	Budgeted FY01-02	Requested FY02-03	Mgr Recommends FY02-03	Adopted FY02-03
Personnel	\$ 340,393	\$ 383,220	\$ 387,577	\$ 384,305	\$ 384,305
Operating	69,500	93,121	96,783	102,489	102,489
Capital	-	-	9,000	9,000	9,000
<b>TOTAL</b>	<b>\$ 409,893</b>	<b>\$ 476,341</b>	<b>\$ 493,360</b>	<b>\$ 495,794</b>	<b>\$ 495,794</b>

**PERSONNEL DETAIL**

Position Title	Authorized FY 00-01	Authorized FY 01-02	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Meter Maintenance (852)</b>				
Meter Maintenance Supervisor	1	0 <sup>1</sup>	0	0
Senior Meter Mechanic	0	1 <sup>1</sup>	1	1
Meter Mechanic	2	2	2	2
<b>Meter Reading (855)</b>				
Meter Services Manager	1	0 <sup>1</sup>	0	0
Meter Reading Supervisor	1	1	1	1
Senior Meter Reader	0	1 <sup>1</sup>	1	1
Meter Reader	<u>5</u>	<u>6</u> <sup>2</sup>	<u>6</u>	<u>6</u>
<b>TOTAL</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>

<sup>1</sup> Position reclassified

<sup>2</sup> Position added with Town of Spencer acquisition effective 10/1/2000

**CAPITAL OUTLAY**

	Requested FY 02-03	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Meter Services (855)</b>			
Radix Units	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
<b>Total Capital Outlay</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>

## STATEMENT OF PURPOSE

To maintain the process equipment for the Utility's water and wastewater facilities and oversee the maintenance of the buildings and grounds of the treatment plants.

## DEPARTMENTAL PERFORMANCE GOALS

1. Continue to improve reliability of all lift stations in the Rockwell, Granite Quarry, and Town of Spencer's sewer systems.
2. Work with Water/Sewer Division to identify leaks to correct inflow and infiltration problems.
3. Keep the plant process running efficiently by maintaining the treatment plant equipment.
4. Work with the plant personnel, engineers, and contractors in the upgrade and expansion of the Water Treatment Plant.

## BUDGET REQUEST SUMMARY

	Actual FY00-01	Budgeted FY01-02	Requested FY02-03	Mgr Recommends FY02-03	Adopted FY02-03
Personnel	\$ 486,181	\$ 462,231	\$ 433,601	\$ 430,226	\$ 430,226
Operating	765,650	867,000	866,079	883,112	883,112
Capital	-	3,500	-	-	-
<b>TOTAL</b>	<b>\$ 1,251,831</b>	<b>\$ 1,332,731</b>	<b>\$ 1,299,680</b>	<b>\$ 1,313,338</b>	<b>\$ 1,313,338</b>

## PERSONNEL DETAIL

Position Title	Authorized FY 00-01	Authorized FY 01-02	Mgr Recommends FY 02-03	Adopted FY 02-03
<b>Administration (000)</b>				
Plants Maintenance Manager	1	0 <sup>1</sup>	0	0
Plants Manager	0	1 <sup>1</sup>	1	1
Senior Office Assistant	.5	1 <sup>2</sup>	0 <sup>5</sup>	0 <sup>5</sup>
<b>F.M. Raw Water Supply (810)</b>				
Plants Maintenance Technician	1	1	1	1
<b>F.M. Water Treatment Plant (811)</b>				
Plants Maintenance Technician	2	1 <sup>1</sup>	1	1
<b>F.M. Water Maintenance (850)</b>				
Plants Maintenance Supervisor	1	0 <sup>3</sup>	0	0
<b>F.M. Sewer Maintenance (856)</b>				
Utilities Systems Supervisor	0	1 <sup>1</sup>	1	1
Systems Maintenance Technician	0	3 <sup>1</sup>	2 <sup>6</sup>	2 <sup>6</sup>
Plants Maintenance Technician	2	0 <sup>1</sup>	0	0
<b>F.M. Town Creek WWTP (901)</b>				
Plants Maintenance Supervisor	1	0 <sup>4</sup>	0	0
Plants Maintenance Technician	1	1	2 <sup>6</sup>	2 <sup>6</sup>
<b>F.M. Grant Creek WWTP (902)</b>				
Plants Maintenance Supervisor	1	1	1	1
Plants Maintenance Technician	2	1 <sup>1</sup>	1	1
<b>F.M. Residuals Management (903)</b>				
Plants Maintenance Technician	<u>1</u>	<u>0</u> <sup>1</sup>	<u>0</u>	<u>0</u>
<b>TOTAL</b>	<b>13.5</b>	<b>11</b>	<b>10</b>	<b>10</b>

<sup>1</sup> Position reclassified

<sup>2</sup> Position reclassified from 811-811

<sup>3</sup> Position reclassified to 817-100

<sup>4</sup> Position reclassified to 721-800

<sup>5</sup> Position reclassified to 811-811

<sup>6</sup> Position reclassified within the division

**STATEMENT OF PURPOSE**

To provide for principal and interest payments on outstanding Water and Sewer Fund debt.

**BUDGET REQUEST SUMMARY**

	Actual FY00-01	Budgeted FY01-02	Requested FY02-03	Mgr Recommends FY02-03	Adopted FY02-03
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	1,771,224	4,120,900	6,128,966	4,959,650	4,959,650
Capital	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,771,224</b>	<b>\$ 4,120,900</b>	<b>\$ 6,128,966</b>	<b>\$ 4,959,650</b>	<b>\$ 4,959,650</b>

**DEPARTMENT - Capital Projects****BUDGET REQUEST SUMMARY**

	Actual FY00-01	Budgeted FY01-02	Requested FY02-03	Mgr Recommends FY02-03	Adopted FY02-03
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	-	-
Capital	-	325,641	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 325,641</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

